



**Office of the Vice President and Chief Executive Officer of the Medical Center  
Medical Center Supply Chain Management**

**Guidance Document:** Medical Center Policy #0189, Procurement Guidelines

Copies may be viewed Monday through Friday from 8:00 a.m. until 4:30 p.m. in the office of Supply Chain Management, 1224 Jefferson Park Avenue, Room 3390A, P.O. Box 800705, Charlottesville, VA 22908-0705. Copies may be obtained free of charge by contacting, Kurt Heyssel, Associate Chief, Supply Chain Management, at the same address, telephone (434) 982-3865, FAX (434)244-7524, or [e-mailkfh3j@virginia.edu](mailto:e-mailkfh3j@virginia.edu).

Questions regarding interpretation or implementation of this document may be directed to Kurt Heyssel at the above address and telephone number.